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ABSTRACT

This guide gives elementary school educators the tools they need to get answers to their questions about program evaluation. It shows how to use information to work more effectively and efficiently, and its explains how to use program evaluation techniques to make sure that the solutions selected truly solve the problems of interest. The first two sections contain nine chapters that explain evaluation methods and getting answers to the educator's questions. The chapters of these first two parts are: (1) "The Basics of Evaluation"; (2) "First Steps"; (3) "Step 3--Make a Plan"; (4) "Step 4--Gather Data"; (5) "Step 5--Analyze Data"; (6) "Step 6--Interpret the Results of Your Analysis"; (7) "Taking-Stock Questions"; (8) "Effectiveness Questions"; and (9) "Solution-Seeking Questions." Part C is an evaluation "toolkit" that describes 22 tools for program evaluation, ranging from a checklist for planning and conducting the evaluation to a discussion of sharing findings. Part D lists resources for further information. (Contains 95 figures and 16 references.) (SLD)

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